

# Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

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**Post-Travel Filing Instructions:** Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**  
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): United Nations Foundation

Travel date(s): August 04, 2018 - August 11, 2018

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

## Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input checked="" type="checkbox"/> Actual Amount	\$2,544.40 (flights and ground)	\$742.00	\$477.91	\$160 (Visa for Bangladesh)

## Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): **Please See Post-Trip Agenda Attached**

8/29  
(Date)

KATHERINE CLOSE  
(Printed name of traveler)

KCM  
(Signature of traveler)

## TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

8/29/18  
(Date)

Benjamin L. Cardini  
(Signature of Supervising Senator/Officer)

## PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): United Nations Foundation
2. Description of the trip: See Attachment (1 of 4)
3. Dates of travel: August 4, 2018 - August 11, 2018
4. Place of travel: Dhaka, Bangladesh; Cox's Bazar, Bangladesh; Bangkok, Thailand (with day trip to Ubon)
5. Name and title of Senate invitees: Katherine Close, Legislative Correspondent for Senator Ben Cardin
6. I *certify* that the trip fits one of the following categories:
  - ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
  - ~~OR~~
  - ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
  - ~~AND~~
  - ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
  - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
  - ~~AND~~
  - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).



9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

~~OR~~

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

~~OR~~

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

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11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The United Nations Foundation is the sole sponsor of this trip. As such, UNF will provide all funding for the trip, manage all outreach to congressional staff, manage planning and execution of the itinerary, and handle all logistical coordination.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

UNF connects people, ideas, and resources to improve US-UN relations. This work includes global health campaigns in partnership with the UN and private partners. This trip will showcase the impact of these campaigns and partners on global health efforts specifically immunization and malaria in SE Asia.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

UNF sponsors domestic and international Congressional trips to bring staff and Members to key locations and countries to showcase the complementary nature of U.S.-UN programmatic work. Since 2011, past destinations have included Tanzania, Cameroon, Liberia, Rwanda, Honduras, and CDC-Atlanta.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

UNF is an advocate for the UN, using partnerships, advocacy, constituency-building, and fundraising to raise awareness about the importance of the UN and UN-supported activities. UNF is a public charity focusing on global health issues, including immunization, maternal and child health, and malaria.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$2,600 (flights and ground)	\$740 total Dhaka, Bangladesh (\$200) Cox's Bazar, Bangladesh (\$50) Bangkok, Thailand (\$145)	\$270 Dhaka, Bangladesh (\$83) Cox's Bazar, Bangladesh (\$40)  Bangkok, Thailand (\$148)	\$160 (Visa for Bangladesh)
<input type="checkbox"/> Actual Amounts	See Attachment (2 of 4) for Detailed Explanation			

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

B) This trip involves an event that is arranged specifically with regard to Congressional participation.

18. Reason for selecting the location of the event or trip

Bangladesh has achieved high immunization rates and Thailand has accomplished dramatic decreases in malaria cases primarily with support from U.S., UN, and multilateral partners.

19. Name and location of hotel or other lodging facility:

See attachment (3 of 4)

20. Reason(s) for selecting hotel or other lodging facility:

Chosen for availability of rooms, security concerns, and is centrally located for site visits and briefings.



21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Estimated daily meal expenses are less than per diem rates in all locations (estimated expenses: Dhaka, Bangladesh \$68; Cox's Bazar, Bangladesh \$40; Thailand \$74); lodging expenses are less than per diem rates in all locations (\$158 Dhaka, Bangladesh; \$50 Cox's Bazar, Bangladesh; \$146 Thailand).

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

See attachment (4 of 4)

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: \_\_\_\_\_

Name and Title: Peter Yeo, Senior Vice President

Name of Organization: United Nations Foundation

Address: 1750 Pennsylvania Ave, NW, Suite 300, Washington DC, 20006

Telephone Number: 202-887-9040

Fax Number: 202-887-9021

E-mail Address: pyeo@unfoundation.org

ATTACHMENT (1 of 4)

2. Description of the trip:

The trip to Bangladesh and Thailand will focus on the intersection between vaccine preventable diseases, malaria treatment and control, and improved child health outcomes. Bangladesh is an important case study because it has achieved high immunization rates and Thailand has seen a dramatic decrease in malaria cases. These have been achieved primarily with collaborative support from U.S., UN, and multilateral partners.

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ATTACHMENT (2 of 4)

16. \$2,600 (Airfare and Ground Transportation)

Airfare (\$2,375)

- Airfare from Washington Dulles International Airport in Dulles, Virginia to Shah Jalal International Airport in Dhaka, Bangladesh
- Roundtrip airfare from Shah Jalal International Airport in Dhaka, Bangladesh to Cox's Bazaar International Airport in Cox's Bazaar, Bangladesh
- Airfare from Shah Jalal International Airport in Dhaka, Bangladesh to Suvarnabhumi Airport in Bangkok, Thailand
- Roundtrip airfare from Suvarnabhumi Airport in Bangkok, Thailand to Ubon Ratchathan International Airport in Ubon, Thailand
- Airfare from Suvarnabhumi Airport in Bangkok, Thailand to Washington Dulles International Airport in Dulles, Virginia

Ground Transportation (\$225)

- Ground transportation shuttle service provided by hotel and available to all patrons free of charge from foreign airport to hotel in Dhaka, Bangladesh
- Ground transportation in Dhaka, Bangladesh and Cox's Bazar, Bangladesh provided by UNICEF (\$40, not included in above good faith estimate of Ground Transportation cost)
- Ground transportation shuttle service provided by hotel and available to all patrons free of charge from foreign airport to the hotel in Bangkok, Thailand
- Round trip ground transportation from hotel to site visits and meetings in Bangkok, Thailand and ground transportation in Ubon, Thailand
- Ground Transportation from traveler's residence or office to Washington Dulles International Airport in Dulles, Virginia

ATTACHMENT (3 of 4)

19. Name and location of hotel or other lodging facility:

The Westin, Main Gulshan Avenue, Plot-01, Road 45, Gulshan-2, Dhaka 1212, Bangladesh

Sayeman Beach Resort, Marine Drive Road, Kolatali, Cox's Bazar 4700, Bangladesh

The Athenee Hotel Bangkok, 61 Wireless Rd, Khwaeng Lumpini, Khet Pathum Wa, Bangkok, Thailand

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## ATTACHMENT (4 of 4)

22. Describe the type and class of transportation being provided

- Commercial coach class airfare for all flights. Round trip taxi or standard ride service (e.g. Uber or Lyft) from traveler's residence or office to airport in Dulles, Virginia. Ground transportation hired coach class shuttle bus service while in Bangkok, Thailand and Ubon, Thailand.

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**UN Foundation Learning Trip to Bangladesh and Thailand**  
**August 4 – 11, 2018**

*Dhaka +10 hours from Washington, D.C.*  
*Bangkok +11 hours from Washington, D.C.*

Saturday, August 4	Travel
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*Attire: Casual.*

10:55am Depart Washington Dulles (IAD) on Emirates EK 232

<b>Sunday, August 5</b>	<b>Travel/ Arrival/ Dhaka</b>
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*Attire: Casual for travel, Business casual for dinner.*

8:05am Arrive Dubai

10:30am Depart Dubai on EK586

5:20pm Arrive Dhaka, transfer to hotel  
*Transportation in Westin Shuttle*

7:00pm – 9:00pm      Welcome Dinner with Dr. Robb Linkins, Chief of the Accelerated Disease Control and Vaccine Preventable Disease Surveillance Branch, U.S. Centers for Disease Control and Prevention (CDC)  
*Westin Dhaka*  
*Discussion of the Measles & Rubella Initiative (M&RI), CDC global immunization activities in Bangladesh, and Bangladesh routine immunization*

**Overnight**      **Westin Dhaka**  
Main Gulshan Avenue, Plot-01, Road 45, Gulshan-2  
Dhaka 1212, Bangladesh  
Phone: +880 2-9891988

<b>Monday, August 6</b>	<b>Dhaka</b>
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**Attire: Business.**

6:45am Breakfast

7:30am	Depart hotel
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8:00am – 9:30am	Briefing with UNICEF Representative, Deputy Representative, Chief of Field Office and Section Leads + other UN Colleagues <i>UNICEF Satellite Office</i> <i>Opportunity for delegation to engage with UN representatives and field team to learn about UN agency work in Bangladesh. Anticipated representatives from UN (UNICEF, UNDP, UNHCR)</i>
9:30am – 10:00am	Transfer to U.S. Embassy
10:00am – 11:30am	U.S. Embassy Briefing with Country Team and Health Team <i>Opportunity for delegation to engage with USG technical team and learn more about USG investments and programming. Representatives from USG (CDC, USAID, US Embassy)</i>
11:30am – 12:30pm	Transfer to site visit
12:30pm – 1:30pm	Institute of Epidemiology, Disease Control, and Research (IEDCR) <i>Learn about CDC support for Field Epidemiology Training Program, Emergency Operations Center (EOC) activity, disease surveillance, outbreak response, and disease research activities. Anticipated representatives from IEDCR and CDC</i>
1:30pm – 2:30pm	Transfer to WHO visit <i>Lunch and briefing in car en route</i>
2:30pm – 3:30pm	Visit cold chain warehouse with WHO <i>View cold chain and warehouse storage of vaccines, learn about the supply chain logistics and procurement, and inspection</i>
3:30pm – 4:30pm	Travel to UNICEF urban evening clinic
4:30pm – 5:30pm	Visit UNICEF clinic, see vaccine delivery <i>Tour hospital, learn about infectious disease case management, immunization delivery, cold chain and supply chain challenges, integrated disease surveillance, and microplanning for vaccinations. Anticipated representatives from UNICEF, Bangladesh Ministry of Health, CDC, and USAID</i>
5:30pm – 6:30pm	Transfer to hotel
6:30pm – 7:30pm	Reception with USG, UN, Government, NGO partners <i>Westin Dhaka</i> <i>Opportunity for delegation participants to learn about implementing partners' work in the field. Anticipated representatives from International Federation of Red Cross and Red Crescent, BRAC development NGO, and others</i>

7:30pm – 8:30pm      Dinner with Muhammad Yunus, UNF Board Member  
*Westin Dhaka*  
*Opportunity for delegation to engage with Bangladeshi native and Nobel prize-winning social entrepreneur who pioneered microfinance and microcredit as economic empowerment and development tool*

Overnight              Westin Dhaka

<b>Tuesday, August 7</b>	<b>Cox's Bazar</b>
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*Attire: Field dress.*

6:15am	Depart hotel <i>Westin Shuttle</i>
7:15am	Check-in for flight <i>Breakfast at airport</i>
8:15am	Novo Air 931
9:20am	Arrive Cox's Bazar
9:20am – 9:45am	Airport formalities
9:45am – 11:30am	Drive from Cox's Bazar airport to Rohingya camps for visit to emergency programs <i>Packed lunch en-route</i> <i>UNICEF will brief staff delegation during the commute from the airport to the Rohingya camp on the current state of the refugee crisis and health care delivery in an emergency setting, with a focus on child populations</i>
11:30am – 2:00pm	Moinerghona camp (Camp 12): visit of Outpatient Therapeutic Programme (OTP) for Severe Acute Malnutrition and Blanket / Targeted Supplementary Feeding Programme (BSFP / TSFP) <i>Visit Outpatient Therapeutic Programme (OTP) to learn about Severe Acute Malnutrition and Blanket / Targeted Supplementary Feeding Programme (BSFP / TSFP). Visit to Health Post to learn about primary health service delivery for beneficiaries living in camps. Anticipated representatives from UNICEF, CDC, and USAID.</i>
2:00pm – 2:45pm	Drive from Moinerghona camp (Camp 12) to Ukhia Health Centre (Host communities)
2:45pm – 4:00pm	Ukhia Health Centre (Host communities): Visit of Cholera Treatment Centre / or Newborn Stabilization Unit (NSU) / <i>Visit of Cholera Treatment Centre / or Newborn Stabilization Unit (NSU) to learn about cholera treatment and prevention services and services for</i>



*high-risk newborns to improve neonatal outcomes. Anticipated representatives from UNICEF, CDC, and USAID*

4:00pm – 5:00pm	Drive from Ukhia Health Centre to Sayeman Hotel
5:00pm – 7:00pm	Check-in and rest at Sayeman Beach Resort, Cox's Bazar
7:00pm – 8:30pm	Working Dinner with UN agency heads, government officials <i>Dinner at Sayeman Beach Resort</i> <i>Anticipated attendees include UN agency officials, staff will have opportunity to engage in a question and answer-type discussion, reviewing the delivery of health care to refugee populations, obstacles facing delivery of care, and issues facing children in the refugee camps</i>
Overnight	Sayeman Beach Resort, Marine Drive Road, Kolatali Coxs Bazar, Bangladesh T: +88 01755691917

<b>Wednesday, August 8</b>	<b>Dhaka/ Travel/ Bangkok</b>
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*Attire: Casual for travel, business casual for dinner.*

6:30am	Breakfast
7:30am – 8:00am	Check-out and transport from Sayeman to SCANU
8:00am – 9:00am	Visit to UNICEF SCANU in CXB (Special Care of Newborn Unit) <i>Learn about SCANU units that contain highly specialized equipment essential to emergency care of sick newborns, including resuscitation of asphyxiated newborns, management and referral care of other newborn illnesses, and screenings</i>
9:00am – 9:15am	Transfer from UNICEF SCANU to airport
9:45am – 10:50am	Flight to Dhaka (Novoair 932)
11:00am – 12:30pm	Lunch debriefing on country visit <i>Discussion with Dr. Robb Linkins, Chief of the Accelerated Disease Control and Vaccine Preventable Disease Surveillance Branch, U.S. Centers for Disease Control and Prevention, and UN Foundation staff regarding the current state of health care delivery in Bangladesh, the Rohingya crisis, and obstacles to access for child health care services</i>
1:35 pm	Depart Dhaka on Thai Airways TG322
5:00pm	Arrive Bangkok, transfer to hotel
6:00pm – 7:00pm	Country orientation and security briefing

*Plaza Athenee Meeting Room  
Briefing led by David Sintasath, President's Malaria Initiative (PMI)  
Regional Malaria Advisor and Ashley Marcus, USAID/Regional  
Development Mission Asia Deputy Director, to learn about USG global  
health activities, focusing on regional malaria treatment and control  
programs, infectious disease, regional child immunization activities, and  
national security orientation*

7:00pm – 9:00pm      Working Dinner with USG team (CDC, PMI, USAID, ESTH)  
*Plaza Athenee  
Opportunity for delegation to engage with USG technical team and learn  
more about USG work. Anticipated attendees include representatives  
from USG (CDC, USAID, PMI, U.S. Embassy) agencies. In a discussion  
format, staff will learn more about USG regional activities and will have  
the opportunity to ask questions in anticipation of the site*

Overnight              Plaza Athenee Bangkok  
1 Wireless Rd, Khwaeng Lumpini, Khet Pathum Wan  
10330, Thailand  
Phone: +66 2 650 8800

<b>Thursday, August 9</b>	<b>Bangkok</b>
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*Attire: Business.*

6:10am – 7:15am      Flight from Bangkok (DMK) to Ubon on Nok Air DD9312

7:30am – 10:00am      Travel from Ubon to Sisaket District Health Office

10:00am – 12:00pm      Meeting with Vector Borne Disease Center (VBDC) and Vector Borne  
Disease Unit (VBDC) at Provincial Health Office.  
*Opportunity for delegation to engage with local health officials to discuss  
cross-border issues, as well as the implementation of Thailand's  
electronic Malaria Information System (eMIS) for better surveillance of  
suspected or confirmed cases*

12:00pm – 12:30pm      Tour of Health Promotion Hospital  
*Rural site visit highlighting health services provided in the border region  
and how malaria services are being integrated into these hospitals, will  
also provide an opportunity for staff to see the electronic tracking system*

12:30pm – 1:30pm      Lunch and briefing with Armed Forces Research Institute of Medical  
Sciences (AFRIMS) team  
*Briefing led by COL Mark Fukuda, Department of Immunology and  
Medicine Deputy Chief, AFRIMS, focused on the past and current  
contributions of the Department of Defense in the fight against malaria*

1:30pm – 5:00pm      AFRIMS Field Test Site Visit



*Led by AFRIMS COL Mark Fukuda, Department of Immunology and Medicine Deputy Chief, to see current U.S. Army field studies of drug and vaccine development – like Tafenoquine – and transmission blocking strategies for drug resistant malaria. AFRIMS studies focus on surveillance activities, clinical research, and assessing treatment responses to first-line ACTs in Thailand and Cambodia after artemisinin resistance was first confirmed in 2008*

5:00pm - 6:30pm	Travel back to Ubon
7:40pm – 8:45pm	Flight from Ubon to Bangkok (DMK) on Air Asia FD3373
Overnight	Plaza Athenee Bangkok

<b>Friday, August 10</b>	<b>Bangkok/ Travel</b>
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*Attire: Business casual.*

7:15am	Breakfast
8:15am	Arrive U.S. Embassy
8:30am – 9:30am	Briefing at U.S. Embassy with Health Policy Working Group <i>Discussion led by David Sintasath, President's Malaria Initiative (PMI) Regional Malaria Advisor and Ashley Marcus, USAID/Regional Development Mission Asia Deputy Director, to review USG global health activities in the region, including antimalarial drug resistance, HIV/AIDS, tuberculosis, and avian influenza</i>
9:30am – 9:45am	Walk to bird market
9:45am – 10:45am	Live Bird Market visit with CDC <i>Tour and overview of current CDC surveillance efforts of Live Bird Market for health hazards like avian influenza led by CDC Country Director John MacArthur</i>
10:45am – 11:30am	Transfer to AFRIMS
11:30am – 1:00pm	AFRIMS briefing and tour <i>Facility tour, briefing, and insectary tour by Department of Defense personnel at the Armed Forces Research Institute of Medical Sciences, focusing on anti-malarial drug resistance with COL Mark Fukuda, Department of Immunology and Medicine Deputy Chief</i>
1:00pm – 1:30pm	Travel to Nonthaburi <i>Boxed lunch en route</i>
1:30pm – 2:45pm	Meeting with Director of Bureau of Vector Borne Diseases (National Malaria Control Program)

2:45pm – 3:45pm	Briefing with WHO and Ministry of Health <i>Briefing with WHO Country Team to discuss regional and local health programs, including malaria, HIV, and vaccines. Discussion led by Dr. Deyer Gopinath, WHO Technical Focal Point for Malaria, Dr. Liviu Vedrasco, WHO Thailand Programme Officer</i>
3:45pm – 5:00pm	CDC Tour of Thailand Emergency Operations Center <i>Discussion of CDC activities in region, focused primarily on drug resistance research and development of counter measures, as well as a tour of the Emergency Operations Center (EOC) led by CDC Country Director John MacArthur</i>
5:00pm – 6:00pm	Country debrief and lessons learned <i>Roundtable discussion conducted by the UN Foundation staff, allowing staff to engage in a question and answer session regarding briefings, meetings, and site visits in both Thailand and Bangladesh</i>
6:00pm	Depart for BKK
7:15pm	Arrive airport and check-in
9:25pm	Depart Bangkok on Emirates EK 353

## Travel

12:50am	Arrive Dubai
2:20am	Depart Dubai on EK 231
8:40am	Arrive Washington Dulles (IAD)



# UNITED NATIONS FOUNDATION

June 27, 2018

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Katherine Close  
Office of Senator Ben Cardin  
509 Hart Senate Office Building  
Washington, D.C. 20510

Hi Katherine -

I am writing to invite you to participate in a global health learning trip to Thailand and Bangladesh, sponsored by the United Nations Foundation. Trip participants will depart on Saturday, August 4, 2018 and return on Saturday August 11, 2018. The trip will visit Dhaka and Cox's Bazar in Bangladesh, as well as Bangkok and Ubon in Thailand.

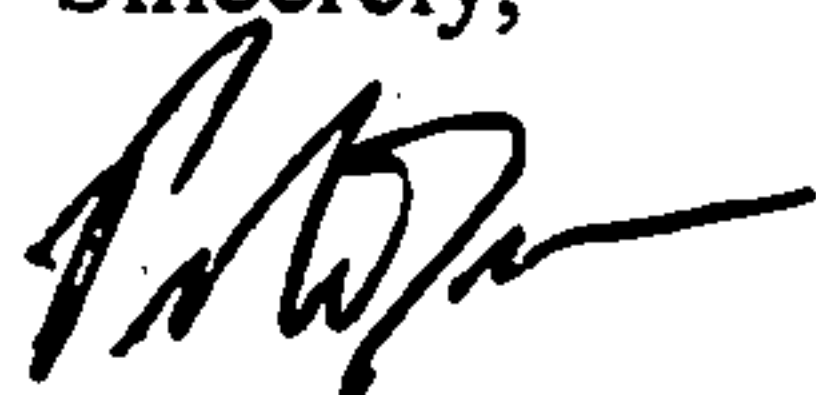
The learning trip is designed to showcase vital child health interventions with a focus on bilateral investments in immunization and malaria programs led by the United States and the United Nations. It will also provide insight to the role of UNICEF and UNHCR in response to the Rohingya refugee crisis. This opportunity will also showcase the global health efforts of public agencies, non-profit organizations, and NGOs in coordination with the Governments of Bangladesh and Thailand.

With support from the U.S., the UN, and multilateral partnerships, Bangladesh has seen significant success in improving child health outcomes particularly in the context of accelerating access to life-saving vaccines. Similarly, Thailand and its neighboring countries in the Greater Mekong Subregion have succeeded in lowering incidence and deaths due to malaria over the last decade. In recent years, these organizations have shifted focus to a primary obstacle in eliminating malaria: antimalarial drug resistance.

The itinerary will include site visits to observe rural and urban healthcare settings, disease surveillance systems and service delivery in the field, social mobilization strategies, and community health worker impact. These experiences will be framed by briefings with bilateral and multilateral agencies, including CDC, USAID, UNICEF, DoD, WHO, and UNHCR.

We hope you will be able to join, as we are confident the health interventions and coordinated efforts you will see first-hand will be particularly beneficial to your work in Congress. Please do not hesitate to contact me if I can be of further assistance as you consider this opportunity.

Sincerely,



Peter Yeo  
Senior Vice President



**EMPLOYEE PRE-TRAVEL AUTHORIZATION**

**Pre-Travel Filing Instructions:** Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics** in SH-220. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at [ethics.senate.gov](http://ethics.senate.gov). Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Katherine CloseEmploying Office/Committee: Senator Ben CardinPrivate Sponsor(s) (list all): United Nations FoundationTravel date(s): August 04, 2018 to August 11, 2018

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Destination(s): Dhaka, Bangladesh; Cox's Bazar, Bangladesh; Bangkok, Thailand (with day trip to Ubon, Thailand)

Explain how this trip is specifically connected to the traveler's official or representational duties:

Within the Foreign Relations Committee portfolio in Senator Cardin's office, I specifically handle global health, women, children, and youth issues. This trip will provide valuable insight to the roles of UNICEF and UNHCR, other NGOs, and other multilateral partnerships in responding to global crises, specifically the Rohingya refugee crisis. This trip will demonstrate the importance of combating drug resistance to diseases after initial preventative medications have been developed, as well as how urban and rural healthcare facilities are run, and all of the elements that contribute to the facilities' daily operations, from a firsthand perspective.

Name of accompanying family member (if any): N/ARelationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

7/18/18  
(Date)

Katherine Close  
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Ben Cardin hereby authorize Katherine Close  
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

7/18/18  
(Date)

Benjamin L. Cardin  
(Signature of Supervising Senator/Officer)

<p align="center"><b>UN Foundation Learning Trip to Bangladesh and Thailand</b>  <b>August 4 – 11, 2018</b></p>
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**\*\*All Times Local\*\***  
*Dhaka +10 hours from Washington, D.C.*  
*Bangkok +11 hours from Washington, D.C.*

<b>Saturday, August 4</b>	<b>Travel</b>
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*Attire: Casual.*

8:30am                      Meet UNF at IAD near Emirates counter

10:55am                    Depart IAD on Emirates EK 232

<b>Sunday, August 5</b>	<b>Travel/ Arrival/ Dhaka</b>
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*Attire: Casual for travel and dinner.*

8:05am                      Arrive Dubai

10:30am                    Depart Dubai on EK586

5:20pm                      Arrive Dhaka, transfer to hotel  
*Dhaka Hazrat Shahjalal International Airport*  
*Transportation in Westin Shuttle*

7:00pm – 9:00pm          Welcome Dinner with Robb Linkins, CDC  
*Westin Dhaka, Seasonal Taste Restaurant, Level 2*  
*Discussion of the Measles & Rubella Initiative (M&RI), CDC global*  
*immunization activities in Bangladesh, and Bangladesh routine*  
*immunization*

Overnight                    Westin Dhaka  
Main Gulshan Avenue, Plot-01, Road 45, Gulshan-2  
Dhaka 1212, Bangladesh  
Phone: +880 2-9891988

<b>Monday, August 6</b>	<b>Dhaka</b>
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*Attire: Business casual.*

7:00am                      Breakfast

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7:45am	Depart hotel
8:00am – 9:40am	Briefing with UN Country Team, UNICEF Representatives, Deputy Representatives, Chief of Field Office and Section Leads <i>UNICEF Satellite Office</i> <i>Opportunity for delegation to engage with UN representatives and field team to learn about UN agency work in Bangladesh. Representatives from UN country team, UNICEF, UNDP, UNHCR</i>
9:40am – 10:00am	Transfer to U.S. Embassy
10:00am – 11:15am	U.S. Embassy Briefing with Country Team and Health Team (Amb, DCM, Pol/Econ, DoD, CDC, USAID) <i>USAID Conference Room</i> <i>Opportunity for delegation to engage with USG technical team and learn more about USG investments and programming in Bangladesh.</i> <i>Discussion led by U.S. Ambassador to Bangladesh, and included representatives from the US Embassy country team, CDC, USAID, Department of Defense (DoD)</i>
11:15am – 12:00pm	Transfer to Mohakhali
12:00pm – 12:30pm	Institute of Epidemiology, Disease Control, and Research (IEDCR) Visit <i>Conf. Rm. 222</i> <i>Delegation will learn about CDC support for Field Epidemiology Training Program, Emergency Operations Center (EOC) activity, disease surveillance, outbreak response, and disease research activities. Representatives from IEDCR and CDC.</i>
12:30pm – 12:40pm	Drive to International Centre for Diarrheal Disease Research (icddr,b)
12:40pm – 2:10pm	Visit and Working Lunch at icddr,b <i>Dhaka hospital tour, including ICU, Short Stay Ward, Breastfeeding Counseling Room, Immunization Room, Nutrition Rehabilitation Unit with Dr. Azharul Islam Khan, Chief Physician. Tour of Mucosal Immunology and Vaccinology Lab with Dr. Firdausi Qadri. Followed by lunch with presentations and discussion.</i>
2:10pm – 2:15pm	Transfer to site visit
2:15pm – 2:45pm	Visit cold chain warehouse with UNICEF and WHO <i>EPI Building</i> <i>View cold chain and warehouse storage of vaccines, learn about the supply chain logistics and procurement, and inspection</i>
2:45pm – 3:45pm	Travel to clinic <i>Nagar Matrisadan Kendro, KMSS, J-2/A Extension Pallabi – Gate 01</i>

3:45pm – 4:45pm	Visit evening clinic at Pallabi Healthcare Maternity Centre <i>Tour hospital, learn about infectious disease case management, immunization delivery, cold chain and supply chain challenges, integrated disease surveillance, and microplanning for vaccinations. Representatives from UNICEF, Bangladesh Ministry of Health, CDC, and USAID</i>
4:45pm – 6:00pm	Transfer to hotel
6:30pm – 7:30pm	Reception with USG, UN, Government, NGO partners <i>Westin Dhaka, splash, Level 5</i> <i>Opportunity for delegation participants to learn about implementing partners' work in the field. Reception included representatives from UNICEF country team, UNHCR, Food and Agriculture Organization of the UN, USAID, International Federation of Red Cross and Red Crescent, BRAC development NGO</i>
7:30pm – 8:30pm	Dinner with Muhammad Yunus, UN Foundation Board Member <i>Westin Dhaka, Gold Room, Level 2</i> <i>Opportunity for delegation to engage with Bangladeshi native and Nobel-prize winning social entrepreneur who pioneered microfinance and microcredit as economic empowerment and development tool</i>
Overnight	Westin Dhaka

## **Tuesday, August 7**

## **Cox's Bazar**

*Attire: Field dress.*

6:00am	Depart hotel <i>Westin Shuttle</i>
7:15am	Check-in for flight
8:15am	Flight to Cox's Bazar Novo Air 931
9:20am	Arrive Cox's Bazar
9:20am – 9:45am	Airport formalities
9:45am – 11:45am	Drive from Cox's Bazar airport to Rohingya camps for visit to emergency programs (by Marine Drive) <i>Packed lunch en-route</i> <i>UNICEF will brief staff delegation during the commute from the airport to the Rohingya camp on the current state of the refugee crisis and health care delivery in an emergency setting, with a focus on child populations</i>



11:45am – 2:00pm	Moinerghona camp (Camp 12): visit of Outpatient Therapeutic Programme (OTP) for Severe Acute Malnutrition <i>Visit Outpatient Therapeutic Programme (OTP) to learn about Severe Acute Malnutrition and Blanket / Targeted Supplementary Feeding Programme (BSFP / TSFP). Visit to Health Post to learn about primary health service delivery for beneficiaries living in camps. Included representatives from UNICEF and CDC</i>
2:00pm – 3:30pm	Drive from Moinerghona camp (Camp 12) to Cox's Bazar
3:30pm – 4:30pm	Visit to UNICEF SCANU (Special Care of Newborn Unit) <i>Learn about SCANU units that contain highly specialized equipment essential to emergency care of sick newborns, including resuscitation of asphyxiated newborns, management and referral care of other newborn illnesses, and screenings. Representatives from UNICEF</i>
4:30pm – 4:45pm	Transfer to Refugee Relief and Repatriation Commissioner
4:45pm – 5:15pm	Meeting with RRRC <i>Courtesy call with RRRC, the local representative of the Ministry of Disaster Management and Relief in Cox's Bazar, in charge of leading emergency refugee response in coordination with the district authorities, to discuss protection and assistance services for registered refugees in the camps</i>
5:15pm – 5:30pm	Drive to Sayeman Hotel
5:30pm – 7:00pm	Check-in and rest at Sayeman Beach Resort, Cox's Bazar
7:00pm – 8:30pm	Working Dinner with UN agency heads, government officials <i>Dinner at Sayeman Beach Resort</i> <i>Attendees include UN agency officials, staff will have opportunity to engage in a question and answer-type discussion, reviewing the delivery of health care to refugee populations, obstacles facing delivery of care, and issues facing children in the refugee camps</i>
Overnight	Sayeman Beach Resort Marine Drive Road, Kolatali Cox's Bazar, Bangladesh T: +88 01755691917

**Wednesday, August 8**

**Dhaka/ Travel/ Bangkok**

*Attire: Casual for travel, business casual for dinner.*

8:00am – 8:45am Breakfast and check-out

8:45am – 9:00am Transfer to airport

9:45am – 10:50am      Flight to Dhaka Novo Air 932  
*Transfer to international terminal*

11:00am – 12:30pm    Lunch debriefing on country visit  
*Dhaka Hazrat Shahjalal International Airport*  
*Discussion with Dr. Robb Linkins, Chief of the Accelerated Disease Control and Vaccine Preventable Disease Surveillance Branch, U.S. Centers of Disease Control and Prevention, and UN Foundation staff regarding the current state of health care delivery in Bangladesh, the Rohingya crisis, and obstacles to access for child health care services*

1:35 pm                      Depart Dhaka on Thai Airways TG322

5:00pm – 6:00pm      Arrive Bangkok, transfer to hotel  
*Suvarnabhumi Airport*  
*Transportation in Plaza Athenee Shuttle*

6:00pm – 7:00pm      Country orientation and security briefing  
*Plaza Athenee Meeting Room*  
*Briefing led y David Sintasath, President's Malaria Initiative (PMI) Regional Malaria Advisor, and John MacArthur, CDC Country Director, to learn about USG global health activities, focusing on regional malaria treatment and control programs, infectious disease, regional child immunization activities, and national security orientation*

7:00pm – 9:00pm      Working dinner and country briefing with USG / President's Malaria Initiative and Global Fund  
*Valaya Room, Rain Tree Café, Plaza Athenee*  
*Opportunity for delegation to engage with USG technical team and learn more about USG work. Attendees included representatives from USAID, CDC, U.S. Embassy, and the Global Fund. In a discussion format, the staff will learn more about USG regional and partner activities, and will have the opportunity to ask questions in anticipation of the site visits*

Overnight                      Plaza Athenee Bangkok  
1 Wireless Rd, Khwaeng Lumpini, Khet Pathum Wan  
10330, Thailand  
Phone: +66 2 650 8800

**Thursday, August 9**

**Bangkok**

*Attire: Business casual.*

4:15am                      Depart hotel  
*Boxed breakfast en route*

6:10am – 7:15am      Flight from DMK to Ubon on Nok Air DD9312



- 7:30am – 9:30am      Transfer from Ubon to Khun Han District Health Office, Sisaket Province  
*Staff will be briefed by USAID, PMI, Inform Asia, and Armed Forces Research Institute of Medical Sciences (AFRIMS) about the malaria situation in Thailand, particularly the issues facing disease elimination like migrant populations, vector response, and antimalarial drug resistance*
- 9:30am – 11:15am      Briefing and Tour at Khun Han District Health Office  
*Led by Darin Kongkasuriyachai, Chief of Party, Inform Asia: USAID's Health Research Program, opportunity for delegation to engage with local health officials and hospital staff to discuss control and elimination strategies for malaria, as well as the implementation of Thailand's electronic Malaria Information System (eMIS) for surveillance of suspected and confirmed cases; opportunity for staff to engage with local individuals with malaria returning to the facility for treatment for P. vivax malaria*
- 11:15am – 12:00pm      Tour of Hua Chan Health Promotion Hospital  
*Rural site visit highlighting health services provided in the border region, how malaria services are being integrated into these hospitals and updated strategies based on local observations of the disease; will also provide an opportunity for staff to see the electronic tracking system; opportunity for staff to observe testing of patient being treated for malaria with a Rapid Diagnostic Test (RDT)*
- 12:00pm – 1:00pm      Lunch at Hua Chan Health Promotion Hospital  
*Lunch and round table discussion with staff of Hua Health Promotion Hospital and representatives from the National Malaria Control Program*
- 1:00pm – 1:30pm      Transfer to Don Aow sub-district
- 1:30pm – 2:00pm      Visit of community-based Malaria Post Don Aow  
*Visit Malaria Post, a volunteer program operated out of the homes of local community members who test, diagnose, and treat malaria patients from local area, which includes rubber plantation workers, utilizing interventions provided by USAID and the Global Fund. Representatives present from USAID, PMI, AFRIMS, Inform Asia, and National Malaria Control Program*
- 2:00pm – 4:00pm      Case investigation (CIS) activity at a rubber plantation  
*Observation of malaria testing and intervention distribution (hammock and long-lasting insecticide treated hammock nets) with USAID and AFRIMS, staff observed testing of 75 rubber plantation workers after malaria was confirmed in the area; discussion of the obstacles facing health care providers with migrant population. Representatives present*

*from USAID, PMI, AFRIMS, Inform Asia, and National Malaria Control Program*

4:00pm – 5:30pm	Travel back to Ubon
5:30pm – 6:30pm	Dinner in Ubon <i>Working dinner with USAID and AFRIMS to discuss vital USG investments to malaria elimination in the region, response of USG to emergence of antimalarial drug resistance, and evolution of vector population in Thailand</i>
7:40pm – 8:45pm	Flight from Ubon to DMK on Air Asia FD3373
Overnight	Plaza Athenee Bangkok

<b>Friday, August 10</b>	<b>Bangkok/ Travel</b>
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*Attire: Business.*

7:15am	Breakfast
8:00am - 8:30am	Transition to U.S. Embassy <i>สี่ม55 2 Wireless Rd, Khwaeng Lumpini, Khet Pathum Wan, Krung Thep Maha Nakhon 10330</i>
8:30am – 9:30am	Briefing at U.S Embassy with Health Policy Working Group <i>4<sup>th</sup> Floor Conference Room</i> <i>Discussion led by Deputy Chief of Mission peter Haymond, including also representatives from USAID, PMI, CDC, DoD, U.S. Embassy. Country briefing and roundtable discussion to review USG global health activities in Thailand, including antimalarial drug resistance, HIV/AIDS, and avian influenza, as well as a review of current political status in country</i>
9:30am – 9:45am	Transfer to Khlong Toei Market <i>Rama IV Road   Khlong Toei, Khlong Toei, Bangkok 10110, Thailand</i>
9:45am – 10:45am	Live Bird Market visit with CDC <i>Tour and overview of current CDC surveillance efforts in Live Bird Market for emergent health hazards like avian influenza led by CDC Country Director John MacArthur</i>
10:45am – 11:30am	Transfer to AFRIMS <i>315/6, Ratchawithi Rd, Thung Phaya Thai, Ratchathewi, Bangkok 10400</i>
11:30am – 1:00pm	AFRIMS briefing, tour, and working lunch <i>Command brief led by Colonel Norm Waters, tour of insectary and primate facility by DoD personnel focusing on malaria treatment and intervention development; allowed staff to better understand interagency</i>



*operations in addressing malaria, impact of DoD on the disease, and current efforts underway at AFRIMS and the Walter Reed Army Institute of Research in Bethesda, Maryland; tours led by LCMD Nicholas Martin, Deputy, Defense Malaria Assistance Program*

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| 1:00pm – 1:30pm | Travel to Nonthaburi<br><i>DDC Building 8 88/21 Tiwanond Road Tambon Bang Khen, Amphoe Mueang Nonthaburi, Chang Wat Nonthaburi 11000</i>  |
| 1:30pm – 2:45pm | Meeting with Director of Bureau of Vector Borne Diseases (National Malaria Control Program)<br><i>Department of Disease Control (DDC) Building<br/>Overview of the Thailand National Malaria Control Program to discuss current local and regional efforts for malaria prevention, control, and surveillance to reduce transmission and curb the spread of drug resistant malaria parasites led by Darin Kongkasuriyachai, Inform Asia, and representatives from the Ministry of Health's Bureau of Vector Borne Diseases. Discussion also included cooperative efforts with the President's Malaria Initiative and impact of USG investments to the region</i> |
| 2:45pm – 3:45pm | Briefing with World Health Organization (WHO)<br><i>Office of the Permanent Secretary Building<br/>Briefing with WHO country team to discuss regional and local health programs including malaria, as well as a review of the 2017 World Malaria Report, led by Dr. Deyer Gopinath, WHO Technical Focal Point for Malaria</i>   |
| 3:45pm – 4:30pm | Tour of Thailand Emergency Operations Center with CDC<br><i>Discussion of CDC activities in Thailand and the region, focused primarily on antimalarial drug resistance, avian influenza, and tuberculosis along with tour of the Emergency Operations Center (EOC) capabilities for public health hazards monitoring</i>  |
| 4:30pm – 5:00pm | Lessons learned debrief<br><i>Roundtable discussion conducted by the UN Foundation staff, allowing delegation staff to engage in a question and answer-type session regarding briefings, meetings, and site visits in Thailand and Bangladesh</i>   |
| 5:00pm – 6:00pm | Travel back to hotel<br><i>Evening departees go to airport directly</i>   |
| 7:15pm          | Arrive airport and check-in   |
| 9:25pm          | Depart Bangkok on Emirates EK 353   |

**Saturday, August 11**

**Travel**

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## Arrive Dubai

Depart Dubai on EK 231

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